U.S. ENVIRONMENTAL PROTECTION AGENCY
Region I

DRAFT PERFORMANCE WORK STATEMENT
for
EMERGENCY AND RAPID RESPONSE SERVICES (ERRS)

Version I

March 8, 2007

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I. INTRODUCTION

A. ACRONYMS

ACP	Area Contingency Plans
ARARs	Applicable or Relevant and Appropriate Requirements
CAA	Clean Air Act
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act of 1980
CFR	Code of Federal Regulations
CO	Contracting Officer
COR	Contracting Officer Representative
CWA	Clean Water Act
DWO	Daily Work Order
EPA	Environmental Protection Agency
ERNS	Emergency Response Notification System
ERRS	Emergency and Rapid Response Services
ESF	Emergency Support Function
FRP	Federal Response Plan
HASP	Health and Safety Plan
ICS	Incident Command System
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NPL	National Priorities List
OPA	Oil Pollution Act
OSC	On-Scene-Coordinator
OSHA	Office of Safety and Health Administration
OSWER	(US EPA) Office of Solid Waste and Emergency Response
PO	Project Officer
POLREP	Pollution Report
PDD	Presidential Decision Document
PRP	Potentially Responsible Party
QA	Quality Assurance
QC	Quality Control
RCMS	Removal Cost Management System
RCP	Regional Contingency Plan
RCRA	Resource Conservation and Recovery Act
RM	Response Manager
SA	Site Assessment
SARA	Superfund Amendments and Recovery Act
TO	Task Order
TSDF	Treatment, Storage and Disposal Facility
UC	Unified Command

B. DEFINITIONS

1. On-Scene Coordinator: The EPA official designated to coordinate and direct response under Subpart D of the NCP, and/or any direct removal under Subpart E of the NCP.

2. Remedial Project Manager: The EPA official designated to coordinate, monitor, or direct remedial or other response actions under Subpart E of the NCP.

3. Ordering Officer: An EPA Contracting Officer or an EPA designated OSC with delegated procurement authority.

4. Removal Action: A removal action may fall into one of three categories:

a) Emergency removal actions require an immediate response to releases
b) Time-critical removal actions require a response action within six (6) months.
c) Non-Time critical removal actions require a response actions that can start later than six (6) months after the determination that a response is required.

The specific type of removal action and the required response time shall be determined by the OSC with consideration given to the nature of the release, the contaminants of record, and the threat or potential threat to human health and/or the environment.

5. Response Manager: An employee of the contractor designated to be the point of contact for the EPA *COR,* OSC and/or Ordering Officer who is responsible, technically and administratively, for the initiation *daily operation* and completion of the tasked work.

6. Regional Cross-over: Response under this contract to another EPA region. Response times would be negotiated with the contractor prior to issuance of the Task Order.

7. Region 1(EPA New England): The State of Connecticut; the State of Maine; the Commonwealth of Massachusetts; the State of New Hampshire, the State of Rhode Island; and the State of Vermont.

8. Rapid Remedial Response: Response to an NPL site to implement cleanup strategies.

C. PURPOSE

The purpose of the ERRS contract is to provide *fast responsive environmental cleanup services for release* of hazardous substances/wastes/ pollutants and contaminant/materials and petroleum products/oil for EPA Region I (the State of Connecticut; the State of Maine; the Commonwealth of Massachusetts; the State of New Hampshire; the State of Rhode Island; and the State of Vermont). Environmental cleanup in response to natural and man made disasters, terrorist activities, weapons of mass destruction, and nuclear, biological or chemical incidents may also be required under this contract. A regional "cross-over," a response in another EPA region, may be requested under this contract. It is anticipated that under rare circumstances, international responses may be required.

D. AUTHORITY

Under the authority of Section 104 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) or Superfund of 1980, as amended by the Superfund Amendments and Reauthorization Act (SARA); Section 311 of the Clean Water Act (CWA), as amended by the Oil Pollution Act (OPA) of 1990; Subtitle I of the Resource Conservation and Recovery Act (RCRA) and pursuant to the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) (40 CFR Part 300); Presidential Decision Document (PDD) # 39; the Robert T. Stafford Natural Disaster Act; the Homeland Security Act of 2002; Homeland Security Presidential Directive 5 ("HSPD-5") and pursuant to the Federal Response Plan (FRP); and in accordance with any reauthorizations or amendments to any of the above named statutes and new response legislation, the Environmental Protection Agency (EPA) has been delegated the responsibility to undertake response actions with respect to the release or threat of release of oil, petroleum products, hazardous substances, or pollutants and contaminants, that pose an actual or potential threat to human health or welfare, or to the environment. EPA is responsible for conducting evaluations and cleanups of uncontrolled hazardous substance disposal sites.

In addition, the EPA has the authority pursuant to Emergency Support Function (ESF) #10 and other laws to help and/or mitigate endangerment of the public health, welfare or environment during emergencies or natural disasters; to support states and communities in preparing for responses to releases of oil, petroleum products and hazardous substances; and to provide response and removal services in response to incidents *resulting from* natural and man made disasters, weapons of mass destruction, acts of terrorism, and nuclear, biological or chemical incidents and to Federally Declared Disaster incidents.

E. SCOPE

The Contracting Officer (CO) or CO's designated representative, a warranted EPA On-Scene Coordinator (OSC), or Ordering Officer identified in the contract or subsequent modification(s) to this contract, will issue Task Orders for all work required under this contract in accordance with the terms and conditions of the contract. General technical guidance by the Ordering Officer does not relieve the contractor of the responsibility for performance under the contract by the contractor or its subcontractors. Specific minimally acceptable standards will be identified in individual task orders.

The contractor shall take any response action, under the direction of the Ordering Officer, consistent with the terms and conditions of the contract, and in accordance with the directions of the Task Order*s*. Task Orders may be issued verbally but will be formalized in writing within ***two (2) business days*** or as soon as practical. The contractor shall provide appropriate personnel, materials, and equipment required to perform response activities. The contractor shall take any actions required to mitigate or eliminate any hazard or damage to the environment resulting from:

- a release or threat of a release of oil, petroleum products, hazardous substances, pollutants or contaminants into the environment;
- the threat of fire and explosion and incidents involving terrorist acts, weapons of mass destruction, and nuclear, biological, or chemical incidents; or
- natural or man-made disasters.

The contractor shall accomplish all storage, transportation, treatment and disposal of oil, petroleum products, hazardous substances, pollutants or contaminants, including contaminated media, in accordance with and meeting all applicable and relevant safety and environmental laws and regulations at the Federal, state and local level. The contractor shall obtain all necessary on-site permits and comply with applicable and relevant regulations unless otherwise directed in a Task Order issued by the Contracting Officer or Ordering Officer pursuant to CERCLA. The contractor shall be responsible for obtaining all necessary transportation, off-site treatment, and disposal permits.

The contractor shall obtain special services needed to complete response actions required by task order, such as specialized removal equipment or personnel with specialized qualifications, in a timely and cost efficient manner (through leases, subcontract agreements, or rental agreements, etc.).

II. TECHNICAL REQUIREMENTS

Technical requirements under this contract include emergency response, sampling, monitoring, site stabilization, controlling spilled material, waste treatment, restoration, removal actions, transportation, treatment and disposal. This list does not encompass all possible response activities, but is an extensive sample of types of activities that may be required under this contract. More specific requirements follow this generic list:

- Project planning;
- Containment and countermeasures during emergency and removal response;
- Decontamination, response mitigation;
- Treatment, transportation and disposal;
- Site restoration and soil stabilization;
- Analytical support;
- Demolition;
- Construction and support facilities;
- Marine (water) operations;
- Transboundary response; and
- Response times

A. RESPONSE OPERATIONS

The contractor shall provide environmental response cleanup services for removal/treatment of oil, petroleum products, hazardous substances, pollutants or contaminants as specified in task orders issued to the contractor. In addition, the contractor shall provide environmental response cleanup services removal services in response to natural and man made disasters, terrorist, weapons of mass destruction, and nuclear, biological, or chemical incidents as specified in task orders.

1. Project Planning

At a minimum, the contractor shall accomplish the following tasks when required by a task order:

- conduct an initial on-scene survey to gain sufficient familiarity with the site conditions;
- prepare a detailed work plan to accomplish the project in the most effective, efficient and safe manner. This work plan shall, at a minimum, define the types and quantities of cleanup personnel, equipment and materials that will be needed, propose a project schedule by sub-task, and include an estimate of the cost; and
- prepare a detailed Health and Safety Plan (HASP) to protect the workers from the on-site hazards posed by the contaminants and physical threats associated with the anticipated emergency and/or removal actions.

2. Containment, Countermeasures During Emergency and Removal Response

The contractor shall perform containment and countermeasures to protect health, welfare and the environment. More specifically, the contractor shall:

- perform multi-media sampling and analysis, and determine the source, discharges and treatment and disposal options for a release;
- provide hazardous categorization (haz cat) analysis of wastes;
- contain releases at the source and prevent further migration of the hazardous substances, pollutants

and contaminants;

- control soil erosion, sedimentation and storm water run-on and run-offin order to control the movement of sediment and prevent migration of hazardous substances/oil.
- control dust emissions in order to prevent migration of hazardous substance/oil from the Site via engineering controls, including wetting, covers and tacking agents, operational controls and monitoring of dust levels.
- construct slurry or other types of trenches, dikes, underflow dams, or grout curtains;
- deploy diversionary barriers such as booms, dams, sorbent pads/materials;
- excavate; stage and cover excavated material;
- handle and stage drums and other containers including compressed gas cylinders. This may include stabilizing, over packing, lab-packing, and remote opening and sampling of various containers;
- place waste and contaminated material in containers;
- divert streams or waterways;
- keep waterfowl and other water life away from the polluted areas;
- control the discharge of contaminated storm water, of firefighting efforts, of containment ponds or other impoundments;
- provide alternative drinking water; i.e., provide bottled water; design/ install/service/maintain treatment unit(s); design/install/service/maintain well(s); design/install temporary and/or permanent water distribution lines;
- provide temporary relocation of threatened individuals, and their pets and/or livestock: temporary relocation of individuals shall follow Federal Travel Regulations requirements until more definitive guidance is provided the contractor;
- provide traffic, crowd and navigation control;
- provide security (armed or unarmed guards, fencing, electronic surveillance, etc);
- execute damage controls or salvage operations;
- provide firefighting expertise; (e.g., landfills, tire fires, gas wells, chemical manufacturing facilities);
- plug and abandon oil and gas wells;
- pump out/clean out tanks, barges, pipelines and containers;
- repair leaks; and
- monitor for airborne and waterborne(surface and ground water) chemical, biological, physical (e.g., asbestos), and radiological contaminants.
- provide household hazardous waste collection, drop-off, and disposal
- provide white goods management including collection, refrigerant recovery
- provide mass decontamination of large numbers of people
- provide building, vehicle and equipment decontamination, including chemical, biological and radiation
- perform reconnaissance and recovery of materials distributed over wide areas (e.g.,orphan/abandoned drums and containers)
- provide containment, depopulation and disposal of contaminated agriculture and livestock

3. Decontamination, Response Mitigation

The contractor shall perform decontamination, and response mitigation to recover the pollutant from the affected media and/or to dispose of contaminated media. More specifically, the contractor shall:

- physically or chemically decontaminate drums, pipelines, tanks, containers, barges, buildings, equipment, materials, debris, or other objects, and personnel, wildlife;
- use chemicals or biological agents for flocculation, coagulation, neutralization, treatment reaction and separation;
- physically and/or chemically treat affected water and soil;
- use specialized equipment such as mobile activated carbon systems;
- aerate effected media to selectively release volatile components;
- fixate, solidify or otherwise treat the polluted media in place; and
- salvage or destroy and dispose of vessels.

The contractor shall accomplish physical collection of pollutants in lieu of, or following any treatment

action. More specifically, the contractor shall:

- flush contaminants from waterways and marsh areas followed by collection and storage for treatment/disposal;
- skim materials from the water surface;
- wash soils and collect and store recovered materials;
- pump contaminated groundwater and store for treatment/disposal; and
- segregate waste chemicals at hazardous waste sites.

4. Treatment and Transportation and Disposal Operations

The contractor shall accomplish all storage, transportation, treatment and disposal of oil, petroleum products, hazardous substances, pollutants or contaminants, including media contaminated with such, in accordance with and meeting all applicable and relevant safety and environmental laws and regulations at the Federal, state and local level, as per OSC technical direction and Task Order requirements. Disposal may be on-site or offsite. Disposal may include temporary storage and ultimate disposal at an approved Treatment, Storage and Disposal Facility (TSDF). For this contract, all off-site transportation and disposal must be subcontracted.

More specifically, the contractor shall:

- Prepare a written treatment/disposal plan listing the site waste streams by type and quantity and provide a cost analysis of disposal and/or treatment options
- Obtain all necessary on-site permits and comply with applicable and relevant regulations;
- Obtain all necessary transportation and off-site treatment and/or disposal permits;
- Contractor shall provide OSC with a Quotation Summary detailing and analyzing the bids submitted for each transportation and disposal activity. This summary shall be provided prior to the award of the transportation and disposal subcontract.
- Oversee subcontractor(s) transportation and disposal of wastes;
- verify and document that the selected disposal facility meets the requirements of EPA's policy for off-site response actions (40 CFR 300.440). This verification may be obtained from the EPA regional RCRA Off-Site Rule Coordinator where the intended TSDF resides;
- Comply with all relevant U.S. DOT Hazardous Materials Regulations (49 CFR, Parts 171-185) regarding hazardous materials classification, hazard communication, transportation security requirements, packaging and modal specific hazardous material transportation standards;
- provide certified truck scales;
- placard Waste Transporters;
- develop and rank alternative treatment and disposal options consistent with Agency; regulations and policies;
- Conduct pilot and full scale treatment operations;
- prepare draft waste profiles and manifests;
- maintain manifest documentation;
- maintain computer-based reports of on-site wastes, and of off-site disposal
- utilize volume reduction techniques including bulk compatible wastes; and
- show initial location(s) and ultimate disposal location(s).

Treatment techniques may include:

- controlled or uncontrolled combustion; on-site or off-site incineration;
- waste stabilization;
- fixation/encapsulation;
- degradation; and
- detonation.

Disposal techniques may include the following:

- land disposal;
- demolition;
- injection;
- burial/capping on site; and
- recycling, reclamation, and re-utilization.

Other existing or innovative treatment and disposal technologies may also be required by Task Orders issued under this contract.

5. Restoration and Soil Stabilization

The contractor shall use due care to prevent damage to property or materials of third parties. The contractor shall restore, replace and stabilize buildings, structures, personal or real property or material damaged by contamination or response operations. The contractor shall take actions when required by the Task Order to stabilize and restore soils and the damaged environment to an as near pre-response condition as possible. Specifically, the contractor shall:

- repair buildings;
- landscape: reseed, replant, replace soil, regrade, or restock;
- remove any structure or equipment that was installed as part of a response action;
- repair or restore roadways/driveways/sidewalks;
- backfill and grade; and
- replace property that required disposal.

6. Analytical Services

The contractor shall provide on-site and off-site chemical, physical, biological and radiological analytical services necessary to characterize the site and contaminants present. Task Orders may require contractor to conduct large sample quantity analyses to including, but not be limited to, pH, flash point, oxidation reduction, inorganic and organic or organic vapor analysis, compatibility testing, priority pollutant scans, and other specific analysis required for development of waste profiles. Analytical support including, but not be limited to, sample collection, storage, transportation and disposal may also be required. The analytical activities will be ordered by the OSC on an "as specified" turn around basis to provide chemical and physical analyses and/or high sample quantity analyses. The contractor shall perform on-site and off-site analytical activities necessary to provide accurate waste profile information to treatment, storage and disposal facilities and allow for waste bulking.

7. Demolition Services

The contractor shall demolish and/or remove contaminated buildings, structures, tanks, barges, facilities and excavate or remove contamination or contaminated soils or materials around or below the structure as necessary to safely and effectively implement required response activities. The contractor shall provide services for the detonation of explosives and/or other reactive materials.

8. Construction and Support Facilities

The contractor shall construct and provide facilities in support of removal actions. More specifically, the contractor shall:

- construct or install a temporary office, response support building or structures;
- construct or install temporary roadways;

- construct staging areas for waste consolidation and treatment;
- provide utilities;
- provide sanitary and decontamination facilities;
- provide furnishings and equipment for field offices/command posts; and
- construct observation and monitoring structures.

9. Marine Operations

Marine (water) Operations are inclusive of all areas of the SOW e.g. containment, etc. During marine operations the contractor shall display signal lights and conduct operations in accordance with the General Regulations of the Department of the Army and of the Coast Guard governing light and day signals to be displayed by vessels, other craft, or booms in the cleanup operations (33 CFR, Parts 84-90 and 207) and applicable state and Federal boating standards.

Should the contractor, during the progress of work, lose, dump, throw overboard, sink, or misplace any material, plant machinery, or appliance which, in the opinion of the OSC, may be dangerous to or obstruct navigation, the same contractor shall immediately recover and remove the same at no expense to the Government.

i) The contractor shall give immediate notice, with description and location of such obstructions to the OSC, and when directed by the OSC, shall mark or buoy such obstructions until the same are removed.

ii) Should the contractor refuse, neglect, or otherwise fail to comply with the above requirements, such obstructions may be removed by the Government and the cost of such removal may be deducted from any money due or that becomes due to the contractor.

iii) The liability of the contractor for the removal of a vessel wrecked or sunk without fault or negligence shall be limited to that provided in Section 407, 415, and 419 of the Rivers and Harbors Act of March 3, 1899 (33 U.S.C.A. 401 et seq.).

If the contractor recovers any oil or other product, the proceeds from the sale of such product, oil-water mixture or hazardous substances shall become the property of the Government as set forth: if the substance recovered from cleanup and containment operations, including scrap metals, is salvageable, the Government may elect to have the contractor transport such recovered substances to a Government specified storage site or directly to a commercial salvage company. Salvageable products, and the proceeds derived from them, shall become the property of the Government. If the Government elects to deliver recovered substances to a commercial salvage company, the contractor shall obtain receipts for payment and these payments shall be applied as a credit to the contract.

If the balance of allowable contract costs is less than the credit for recovered substances, the contractor shall reimburse the Government for the difference.

10. International (Trans-boundary) Responses

In rare circumstances, this contract may be used to respond to international incidents. EPA anticipates that the most likely international response would be in the border region of Canada. Any international response would only be conducted upon the request by governmental officials of that country. As an example, in the case of a response into Canada, it would be conducted in accordance with the general policies and procedures contained in the Canada/US Joint Inland Pollution Contingency Plan. As this contract requires trans-boundary response capability, coordination with the U.S. Border Patrol, Immigration, Customs, Department of Transportation and other federal, state and local officials, as well as International officials, shall be necessary. The contractor shall be solely responsible for the transportation of personnel, materials and equipment across the borders, and all necessary paperwork for the rapid

deployment of personnel, materials and equipment in an emergency situation. The contractor must comply at all times with all U.S. laws when working under this contract. Additionally, the contractor may be subject to international laws, including, licensing and insurance requirements.

The contractor shall be responsible for providing translational services during international responses. The contractor shall have bilingual personnel available for responses in the border region of Canada, as French and English are both common languages in that area.

11. Response Times

The contractor shall provide required response services (personnel, equipment and materials) within two (2) hours of receipt of a written or verbal task order within a 50 mile radius or a three (3) hour response for locations within a 100 mile radius of the city limits of:

- Hartford, Connecticut;
- New Haven, Connecticut;
- Portland, Maine;
- Boston, Massachusetts;
- New Bedford, Massachusetts;
- Concord, New Hampshire; and
- Burlington, Vermont.

The contractor shall provide required services within four (4) hours of the receipt of a written or oral Task Order, or as indicated in the written or oral Task Order, for all geographic areas of EPA Region I that are NOT covered above. The contractor shall be responsible for the response times within the region for the awarded contract. Regional cross-overs are a possibility. Response times for such cross-overs will be negotiated at the time the Task Order is issued.

The minimum personnel and equipment requirements for emergency response in the time limits specified, is: one (1) Response Manager (RM) and two (2) Cleanup Technicians and equipment as required to accomplish the work under the Task Order as requested by the Ordering Officer. Individual Task Orders may require additional personnel and equipment in the four-hour response time.

Level A Response Capabilities

The contractor shall maintain Level A emergency response capabilities that meet the requirements of this section. EPA intends to utilize these capabilities to respond to incidents that require Level A personnel protective equipment (PPE). Level A emergency responses may involve industrial chemicals and/or incidents involving materials associated with terrorist activities, including the following:

- Biological warfare agents;
- Radiological materials;
- Chemical warfare agents (i.e. nerve agents, blister agents, blood agents, choking agents, etc.); and
- Other industrial chemicals and biological agents that might be used as weapons.

The contractor shall provide a Level A team or teams with trained, experienced, labor and appropriate equipment necessary to perform Level A response operations safely and in a timely manner. Each team shall consist of (1) Response Manager, (6) Entry Team members, (1) Health and Safety Officer, (4) Level B Decon Team members and (3) Level C Decon Team members. Level A teams shall respond, fully equipped, to an incident within 12 hours with sufficient PPE and supplies to support Level A operations during the initial 24 hours of a response. Teams shall be able to support a minimum of six Level A entries consisting of three persons per entry over a 24-hour period without interruption.

The contractor shall have a Health and Safety Program sufficient to support Level A operations and written

standard operating procedures (SOP) necessary to ensure that worker safety is not jeopardized. Level A operations, medical monitoring, SOPs and training of personnel must be conducted in accordance with OSHA 1910.120 and National Fire Protection Association (NFPA) standards.

The contractor shall have the ability to perform the following tasks in Level A PPE:

- Assessment of site conditions and provide recommendations for mitigation of site hazards and clean-up operations;
- Perform air monitoring for health and safety
- Sampling operations
- Perform physical operations to stabilize site conditions such as close valves (including cylinders), plug or overpack leaking containers, transfer liquid hazardous materials into secure containers or provide other containment as necessary to stop or prevent the release of hazardous materials.

The contractor shall be able to conduct Level A entries independently and jointly with qualified EPA personnel, other EPA contractors, other federal agencies and any agents of EPA based upon site conditions.

The contractor may be tasked to participate in tactical exercises with the EPA in order to develop a working team relationship. Exercises will include the use of contractor and government provided equipment.

As Regional cross-overs are a possibility, response times for such cross-overs will be negotiated at the time the task order is issued.

B. OTHER REQUIREMENTS

1. Technical Support of Government Enforcement Proceedings

These technical services may consist of the following:

- provide testimony during enforcement proceedings for a given site for which the contractor provided response services. This will normally be to testify on what actions the contractor took at the site for cost-recovery purposes;
- prepare affidavits, depositions and other documents;
- implement contract document control and chain-of-custody procedures;
- retain and store all contract site records, including employee related records such as time sheets, baseline data regarding work related physical examinations and other work related data, for a period of ten years from date of final payment. (Refer to “Retention and Availability of Contractor Files” clause.) The contractor shall provide the Contracting Officer or any representative of the Contracting Officer with full access to these records during the ten-year period;
- other related activities to support court proceedings; and
- provide all documents and reports gathered and produced pursuant to response actions to the EPA Records Coordinator.

These government enforcement proceedings may be used to obtain an injunction against parties from the continued use of a site, or under an Administrative Order of Consent (AOC) to conduct removal or remedial actions, or a Unilateral Administrative Order (UAO) to conduct removal or remedial actions, or for the recovery of costs incurred by the Government in undertaking removal and early/interim remedial actions.

* NOTE: No legal services shall be performed for the government under this contract without the prior written approval from the EPA Office of General Counsel (OGC).

2. Site-related Documentation

The Contractor shall furnish copies of site-related documents developed pursuant to activities conducted under a Task Order. The contractor shall not release any site information, written or verbal, without the express written consent of the OSC. The contractor shall assist the OSC or Ordering Officer in public meetings, or dealings with impacted citizens and State or local officials as part of normal site operations. The contractor shall, at all times, clearly be identified as a contractor to the US EPA.

The contractor shall utilize the EPA's Removal Cost Management System (RCMS) to track costs on a daily and cumulative basis and use the system to generate a daily cost/receiving report. RCMS shall be kept updated to reflect current site activity.

Comments in RCMS shall on the day of occurrence:

- Document OSC approval of overtime hours before **any** overtime hours are worked;
- Certify that subcontracts awarded conform to required competitive bid requirements;
- Document any agreements between OSC and RM regarding site operations; and
- Provide a brief synopsis of work accomplished on the date(s) covered by the 1900-55.

NOTE: Any OSC hand-written comments on a final 1900-55 SHALL be incorporated into the next 1900-55 produced.

3. Examples of Cost-Control Measures

The following are examples of cost control measures that are expected as a matter of normal contract operations:

- Mobilize Personnel and Equipment from the nearest office;
- Bulk wastes where technically appropriate;
- Evaluate costs of alternative on-site vs off-site treatment and disposal remedies;
- Where the contractor chooses to utilize non-full-time, but fully qualified and trained, employees in a response action, ensure the personnel are charged at an appropriate rate;
- Assign appropriate number and skill level of personnel to site; note that EPA will only reimburse the contractor for the labor performed, and the skill level needed for that task - not necessarily for the person performing the task. (E.g., should a chemist perform a cleanup technician's function, EPA will pay the contractor the cleanup technician's rate for that work. However, if the cleanup technician is functioning in another capacity, for example as a chemist, the contractor will be reimbursed at the higher labor rate if the employee is being paid that higher labor rate and the contractor can document that the technician possesses the qualifications for that labor category); and
- Daily rates for equipment are billed only for days when that piece of equipment is used on site for its intended purpose (e.g., equipment cannot be billed to the government when it is staged in anticipation of or during the actual transportation to or from the site).

III. CONTRACT MANAGEMENT

1. The contractor shall provide and maintain a 24 hour, seven day a week response capability/call center to accept and respond to issued Task Orders (TO). The OSC, CO or Ordering Officer will determine the required response times for each TO. The call center shall be capable of obligating contractor resources.

2. The contractor shall provide a network of trained, qualified emergency response and cleanup

personnel, equipment, and materials. The contractor shall ensure that trained and qualified Response Managers are provided for response activities and that the RMs are provided adequate resources to perform the response action. Where it is not necessary for an RM to be onsite at all times, an onsite contractor employee shall be designated to act as the OSC contact person, capable of responding to site requirements and technical direction. The contractor shall mobilize and manage all contractor (including subcontractor) site personnel, equipment and materials necessary for implementing site-specific response actions pursuant to appropriate written or verbal TOs issued by the CO or Ordering Officer and technical direction pursuant to such TO as specified in the Daily Work Order (DWO) or daily taskings.

3. The contractor shall maintain communication and coordination with EPA personnel including reporting problems encountered in performing Task Orders and implementing any special controls specified by EPA. The contractor shall be available for meetings with EPA personnel, as requested. The location of these meetings will be within the region. Attend monthly program management status meeting with the EPA CO and PO. Meetings will be held every month. Depending on contractor's progress and good work performance, the meetings may be reduced to quarterly.

4. The contractor shall coordinate with the EPA to arrange planning activities upon issuance of the Task Order. Planning activities may include attending scoping meetings, preparing project work plans and/or preparing schedules. The OSC will determine the appropriate planning activity for each Task Order.

5. The contractor shall manage the documentation of expenditures for each Task Order by accounting for all costs incurred in accordance with generally accepted accounting practices and standards and contract-specific documentation/reporting requirements. This shall include cost tracking and cost minimization efforts. These accounting procedures will be used during all response actions and during the daily preparation of EPA Standard Form 1900-55, Contractor Cost Reports, using the EPA Removal Cost Management System (RCMS).

   The contractor shall provide personnel fully trained in the use of the Removal Cost Management System (RCMS) and capable of producing an accurate daily EPA Standard Form 1900-55 from RCMS, which will report daily expenditures on-site. The contractor shall also track costs by task codes. The specific task will be identified by the OSC. In addition to the daily cost reports, the contractor shall provide cost summaries and cost projections to the OSC upon request. These summaries and projections may be produced through the RCMS system.

   THE CONTRACTOR SHALL INVOICE FROM THEIR OWN ACCOUNTING SYSTEM. At no time will billing from any other system, including RCMS, be acceptable.

6. The contractor shall implement a comprehensive safety program to protect all on-site personnel, including both the prime and subcontractors, in contaminated and uncontaminated areas. This program shall be utilized in the preparation of all contractor's site Health and Safety Plans (HASPs). The EPA may task the contractor to prepare an OSC approved HASP which would govern all EPA sponsored site activities and would cover all personnel working on the site to include the personnel of other site contractors and government employees. This HASP is intended to serve as the EPA HASP for the site.

   The EPA will furnish the contractor with software and a user's guide for preparing HASPs utilizing EPA's automated "Health and Safety Planner", EPA Publication 9285-8-01 (1993), or the contractor may prepare the HASP in another format appropriate to site specific conditions, meeting minimum OSHA requirements, and approved by the OSC.

   The contractor shall ensure that OSHA hazardous substance response regulations (29 CFR Part 1910) for site safety training and health monitoring are met by all prime and subcontractors who work

in contaminated areas. The contractor shall ensure that all other applicable OSHA regulations, and EPA policies and procedures, including the "Standard Operation Safety Guides", (1988) and the "Occupational Safety and Health Guidance Manual for Hazardous Waste Site Activities", (1985), for worker protection are met by all personnel, including both prime and subcontractors, in contaminated and uncontaminated areas.

The OSC shall establish, with full input from all impacted contractors, a minimally acceptable safety standard for the site. The contractor may choose to adapt a more stringent standard, at their own expense; however, at no time shall the contractor adapt, or use, a less stringent standard.

The contractor shall provide to the OSC a copy of the 40 hour safety certification and/or their current 8 hour refresher certification for each person who will work on the site - prior to any work being conducted.

The contractor shall report significant safety incidents and injuries to the Project Officer by phone within hours of occurrence. Significant shall refer to lost time injuries; incidents likely to be made public or reported in the media; fires or explosions, and other incidents beyond “normal” site operations.

7. When required on a Task Order, the contractor shall provide response personnel, equipment, and appropriate materials to participate in emergency response exercises. The contractor may be tasked to participate in exercises that test functional areas, such as, organizational design (notification, staff mobilization, and response management system) or operation response (discharge control, assessment, containment, recovery, protection and disposal).

EXHIBIT A

Key Personnel Qualifications and Responsibilities

1. Program Manager

The Program Manager shall have the following minimum qualifications and experience[1]:

- M.S./M.A. degree (within the areas of chemistry, engineering, geology, management or business) with 6 years or more experience, or
- B.S./B.A. degree (within the areas of chemistry, engineering, geology, management or business) with 8 years or more experience; or
- No degree in the categories listed above, however; a combination of education/training and experience totaling 12 years with education/training emphasis in areas of construction, chemistry, engineering, geology, management.

Experience Factors: Technical experience in oil, petroleum, chemical, biological and radiological cleanup activities, hazardous chemical waste site cleanup, response to incidents involving natural and man made disasters, weapons of mass destruction, acts of terrorism, and disposal activities. Four (4) years of experience shall be in supervising multi-disciplinary professionals and general office management including budgetary and cost accounting requirements.

The Program Manager (PM) shall be the single point of contact for coordination with the EPA CO and PO and shall be responsible for receiving and implementing all delivery orders issued under this contract.

Specific responsibilities of the contractor's Program Manager shall include, but not be limited to the following:

a. Ensure that trained qualified personnel are provided for response activities and that the Response Managers (RM) are provided adequate resources to perform the cleanup activity. The contractor shall maintain communications and coordinate with the EPA PO and CO, including reporting problems encountered in performing delivery orders and implementing any special controls specified by EPA.

b. Manage personnel, equipment, and materials specified in the contract as ordered in individual delivery orders with limitations specified therein, so that all items are available at any location within the response time limits specified in Section D of the Statement of Work. Provide for a 24-hour call center to afford Designated Ordering Officers immediate access to cleanup services.

c. Receive, acknowledge and manage the implementation of delivery orders issued by Designated Ordering Officers. Select personnel, equipment, materials and services as specified in the delivery order or included in technical direction issued by the OSC and provide supervision and administrative support to all RMs.

d. Maintain a response-by-response accounting of all costs incurred in accordance with generally accepted accounting practices and contract specific reporting requirements and control costs at all

levels of work. Manage the preparation and submittal of all reports as specified in the Contract. (See Clause F.2 in the contract.)

e. Develop and manage a comprehensive program safety plan to protect all cleanup personnel, including both prong and subcontractors, in contaminated and uncontaminated areas. This plan shall be utilized in the preparation of all site safety plans. The plan shall be sufficiently flexible to work with other site contractor's safety plans, such that one overall site safety plan, approved by the OSC, can cover all personnel working on the site. Ensure that all applicable OSHA regulations for worker protection are met by all personnel, including both prime and subcontractors, in contaminated and uncontaminated areas.

f. Develop, implement and manage a Programmatic Quality Assurance Project Plan that will ensure that all environmental measurements obtained under the contract are of known quality. If requested, develop, implement and manage a Project-specific Supplement to the Programmatic Quality Assurance Project Plan for any individual cleanup action in which environmental measurements will be made. Ensure that the performance of assigned tasks adhere to all quality assurance plan requirements as well as EPA Region I specific quality assurance requirements.

g. Provide oversight/control of all subcontracting activities, Ensure that proper subcontracting procedures are followed in accordance with the Federal Acquisition Regulations and this contract and that complete subcontracting documentation is provided to the OSC and CO.

h. Provide a source of information to OSCs concerning the status of pending removal activities when a particular site has been demobilized and the RM is working on another site. Typical information requested by OSCs might include the status of analytical services or transportation and disposal arrangements, etc.

i. Attend program management status meeting with the EPA CO and PO. Meetings will be held every month or as determined necessary by the CO and/or PO.

2. Response Manager(s)

Response Managers shall have the following minimum qualifications and experience:

A. Seven (7) years of direct on-scene response experience in the clean-up of hazardous substances, oil and other contaminants or pollutants at a site, to include the development of site safety plans, heavy equipment operation and field construction, or other discipline directly related to the requirements of the contract. Two (2) years of the seven years experience must be in a capacity of site project manager, managing and supervising multi-disciplinary response personnel*,

OR

A Bachelors Degree in a related field such as physical, chemical or biological science, engineering, construction management, or other EPA approved degree from an accredited college or university. ***Four (4) years*** of on-scene experience in the clean-up of hazardous substances, oil and other contaminants or pollutants at a site, to include the development of site safety plans, heavy equipment operation and field construction, or other discipline directly related to the requirements of the contract. Two (2) years of the four years of experience must be in a capacity of site project manager, managing and supervising multi-disciplinary response personnel*.

In Addition to Item 1 the Response Manager MUST possess the following:

Two (2) years as a supervisory responder for *emergency response actions* involving hazardous

substances, oil and other contaminants or pollutants at a site.

2. Working and professional knowledge of oil, petroleum, and hazardous substance disposal regulations, including, at a minimum but not limited to, ability to correctly complete hazardous waste manifests, knowledge of types of analytical information required for waste profiling, knowledge of and ability to profile and assign to wastes their proper regulatory classifications.

3. Working and professional knowledge of hazardous materials transportation regulations. Ability to, at a minimum, identify proper shipping containers, determine correct shipping labels and hazardous waste marks on containers, assign hazard class, group and proper shipping name to the wastes, and determine placarding needs for hazardous materials transportation in accordance with US DOT regulations.

4. Ability to prepare written technical reports covering all aspects of removal operations, including but not limited to, hazardous evaluation, waste profiling, transportation and disposal, data evaluation, and day-to-day summary of site operations.

5. Ability to manage and insure proper execution of multiple simultaneous subcontracts of varying type and complexity. Serves as contractor point-of-contact with subcontractors. Ability to independently negotiate and resolve subcontractor disputes.

6. Knowledge of site cost management systems used to track and document site costs on a daily basis. Ability to operate the computer software and prepare daily cost reports.

7. Knowledge of OSHA health and safety regulations regarding hazardous waste site and general construction site operations. Ability to prepare, and modify site specific health and safety plans in accordance with EPA and OSHA regulations, policies, and procedures. Ability to serve as site safety officer.

8. Knowledge of theory of operation and ability to calibrate and use field screening instrumentation such as organic vapor analyzers, combustible gas indicators, toxic gas meters, portable gas chromatographs, pH/Conductivity meters, and radiation monitors to measure the presence of chemical, explosive and radiological hazards at cleanup sites. Ability to interpret data and evaluate hazards from survey results.

*** Multi-disciplinary skills are those possessed by a professional such as a site safety officer, chemist, geologist, or engineer and those possessed by non-professionals such as a foremen, equipment operators, lab technicians, and laborers.**

The Response Manager (RM) shall be the "primary" contractor contact with the OSC and shall be responsible for the management and execution of all response actions. The RM will be responsible for the implementation of the statement of work for the task order and will execute services under the technical direction of the OSC.

The RM shall be on the scene on a daily basis unless instructed otherwise by the OSC. In these instances, the contractor shall maintain someone on site at all times with authority to act for the contractor and coordinate subcontract activities. The RM shall:

a. Meet with the OSC, as requested, upon issuance of a task order to plan and coordinate the response action. In some cases, the OSC may request that the RM conduct an initial on-scene survey and/or develop a project work plan with a schedule prior to a full scale mobilization.

b. Ensure that appropriate contractor personnel operate equipment properly, provide materials and conduct the required response as presented in the task order and in the approved site work plan. These services shall be provided within the response time requirements for emergencies or within the response time specified by the OSC for other type of removal or remedial actions.

c. Maintain communication and coordination with OSC including reporting problems encountered in performing task orders. The RM shall immediately notify the OSC, and be responsible for taking immediate corrective action, when performance does not conform to contract requirements or to the directions given by the OSC for a response action.

d. Be fully trained in the use of the Removal Cost Management System (RCMS) and capable of producing an accurate daily EPA Standard Form 1900-55 from the RCMS, which will report daily expenditures on-site.

e. On a daily basis, unless otherwise directed by the OSC , be responsible for and provide the OSC with a detailed accounting of all costs incurred at a site using the EPA Standard Form 1900-55 from the RCMS. In some cases, the OSC may request a handwritten daily EPA Standard Form 1900-55. However, the handwritten EPA Standard Form l900-55s must be entered into the RCMS within fourteen (14) calendar days.

f. If requested on the Task Order, implement a comprehensive site specific health and safety plan (HASP) to protect all response personnel. Have the ability to serve as site safety officer. Prepare site specific health and safety plans (HASP). Modify the HASP when site conditions warrant. Insure that the elements of the HASP are being properly carried out. The HASP shall include the minimum requirements set forth in 29 C.F.R. Part 1910.

g. Develop, implement, and manage a Project-specific Supplement to the Programmatic Quality Assurance Project Plan when any environmental monitoring, sampling or measurement is specified in the Task Order statement of work, or as otherwise directed by the OSC. The QA plan shall meet the QA requirements as described in “Reports of Work.”

h. Ensure that environmental samples are collected and dispatched to laboratories for analyses. Ensure that waste profile samples are collected and dispatched to prospective off-site treatment or disposal facilities for waste acceptance.

i. Assist the OSC in completing waste profile forms, shipping manifests, and related documents. The RM shall have professional and working knowledge of the commercial facilities permitted to accept wastes typically encountered at CERCLA and/or other removal sites defined by the Clean Water Act, as amended by the Oil Pollution Act. The RM shall have the ability to prepare a written treatment/disposal plan which would, for example, list the site waste streams by type and quantity and provide a cost analysis of disposal and/or treatment options. The RM shall be responsible for identifying and procuring the services of prospective waste transporters and CERCLA compliant, RCRA permitted off-site treatment, storage or disposal facilities for all wastes requiring off-site treatment, storage and/or disposal.

3. Chemist(s)

Chemists shall have the following minimum qualifications and experience:

1. Bachelor of Science degree, with a major in Chemistry, from an accredited college or university and a minimum of two (2) years field experience in oil, petroleum, and hazardous substance cleanup operation.

2. Knowledge of EPA QA/QC data collection protocols for removal activities, including, but not limited to the guidance set forth in the document entitled EPA Requirements for Quality Assurance Project Plans (QA/R-5) [dated 03/20/01] for developing project-specific supplements to the Programmatic Quality Assurance Project Plan. Ability to insure that these protocols are adhered to. Ability to collect data in accordance with these protocols.

3. Comprehensive knowledge of EPA standard methods of analyses of multi-media (solid, liquid, air) waste and environmental samples. Ability to determine appropriate analyses to be performed, including identifying QA/QC limits, to obtain desired results. Ability to interpret and advise the Response Manager and OSC on results.

4. Knowledge of theory of operation and ability to calibrate and use field screening instrumentation such as organic vapor analyzers, combustible gas indicators, toxic gas meters, portable gas chromatographs, pH/Conductivity meters, and radiation monitors to measure the presence of biological, chemical, explosive and radiological hazards at cleanup sites. Ability to interpret data and evaluate hazards from survey results.

5. Ability to prepare written technical reports and sampling plans.

6. Knowledge of chemical characteristics of oil, petroleum, and hazardous substances and compatibilities. Ability to determine, develop, provide recommendation regarding and, in coordination with the T&D Coordinator, oversee implementation of waste characterization, bulking, and treatment actions.

The Chemist shall provide the following services:

a. Prepare sampling and QA/QC elements for the Project -Specific Supplement to the Programmatic Quality Assurance Project Plan for collection and analysis of multi-media samples (e.g. air, soil, water, and waste). Oversee the implementation and compliance with the Project -Specific Supplement to the Programmatic Quality Assurance Project Plan. Collect samples.

b. Determine, in consultation with OSC, the appropriate type and quality of analyses to be performed to attain EPA's data quality objectives.

c. Calibrate, maintain, and use field screening devices/meters to conduct site surveys. Interpret data and evaluate hazards from field results.

d. Prepare and/or assist in the preparation of waste disposal profiles.

e. Perform field chemistry tests (e.g. pH, presence of oxidizers, cyanide and sulfide compounds, flash point and/or flammability, and water solubility,) for the purpose of identifying hazardous characteristics of waste samples.

f. Develop treatability schemes for wastes. Shall be familiar with, and have experience in, utilizing on site treatment methods; such as, but not limited to, neutralization, precipitation, flocculation, oxidation, reduction, and dissolution of contaminants.

g. Prepare and oversee implementation of waste bulking, consolidation, and/or packaging plans.

h. Keep a written log of activities on sampling and analytical results. Prepare written technical reports of sampling, survey, treatability, and analyses.

4. Program Safety Officer Qualifications

The Program Safety Officer shall have the following minimum qualifications and experience:

1. Licensed as Certified Industrial Hygienist with five years (5) of field experience in oil, petroleum, and hazardous substance response and cleanup actions. Three years of the five years required experience must be in a capacity of site safety officer with responsibility for preparing and ensuring proper implementation of site specific health and safety plans or responsible for directly

overseeing the work and responsibilities of site safety officers.

2. Knowledge of OSHA health and safety regulations regarding hazardous waste sites and general construction site operations. Ability to prepare site specific health and safety plans (HASPs) in accordance with EPA and OSHA regulations, policies, and procedures. Capable of training site safety officers and ensuring any person performing that function is trained and familiar with regulations and requirements.

3. Knowledge of theory of operation and ability to calibrate and use field screening instrumentation and sampling devises such as organic vapor analyzers, combustible gas indicators, toxic gas meters, and radiation monitors, personnel air samplers, and passive detection devices to collect samples and measure the presence of biological, chemical, explosive and radiological hazards at cleanup sites. Ability to interpret data and evaluate hazards from survey results.

4. Ability to independently assess the need, and provide recommendations for amendments to the HASP, depending upon a change in response.

5. Knowledge of resources available which provide chemical specific facts to supplement industrial hygiene data. Knowledge of exposure limits, biological, chemical and physical (including radiological) properties of hazardous substances. Ability to evaluate exposure limits of hazardous substances against site survey results. Ability to develop and institute site specific controls to protect workers against exposure to hazardous substances.

6. Knowledge of factors which may contribute to worker heat and cold stress conditions. Ability to monitor for and recognize symptoms of workers suffering from heat and cold stress. Ability to develop and institute site specific controls to abate worker heat and cold stress conditions.

Responsibilities

The Program Safety Officer shall provide the following services or ensure that anyone on site performing site safety functions is knowledgeable about the requirements and capable of accomplishing the function:

1. Has direct responsibility for overseeing the work of site safety officers. Has QA oversight responsibility for reports from Site Safety Officers. Ensures that anyone performing the function of site safety officer or Health and Safety Technician is fully versed in the requirements for the individual site.

2. Prepares or reviews, comments and concurs on technical reports and site specific HASPs. Ensures HASPs are properly implemented. Modifies HASPs when site conditions warrant. Ensures that the elements of the HASPs are being properly implemented.

3. Establishes or ensures that work zones (exclusion, contamination reduction, support) on site, are physically delineated and maintained throughout the response action in accordance with the HASP. Ensures that personnel and equipment decontamination stations are constructed and maintained in accordance with the HASP.

4. Conducts heat and cold stress monitoring of site personnel. In consultation with the OSC, adjusts duration of hot zone work according to worker stress monitoring results.

5. Calibrates, maintains, and uses field screening devices/meters to conduct site surveys. Interprets data and evaluates hazards from results. Calibrates, maintains, and uses air sampling devices such as personnel air samplers, detection tubes, etc.

6. Keeps a written log of health and safety and monitoring activities and results; and prepares written technical reports.

7. Conducts health and safety audits of site activities when requested by the OSC. Holds safety meetings with site workers. Prepares and conducts health and safety training classes.

8. Oversees the training of Site Safety Officers to ensure anyone performing the function of a Site Safety Officer has the appropriate knowledge, training, and authority to maintain required safety standards.

5. Transportation and Disposal Coordinator(s)

A Bachelor of Science degree in Chemistry or Chemical Engineering, from an accredited college or university. A minimum of three (3) years working knowledge of chemical characteristics and technical experience in oil, petroleum, and hazardous substance disposal regulations. Ability to correctly prepare profiles, assign wastes their proper regulatory classifications and complete hazardous waste manifests. Knowledge of analytical information required for categorizing and bulking of compatible waste streams. Thorough working knowledge of both State and Federal hazardous waste management and hazardous materials transportation regulations, including proper labeling, containerization and shipping of wastes for transportation (including IATA regulations). Working knowledge of current and innovative treatment technologies. Ability to prepare written technical reports covering the transportation, storage, treatment, and disposal operations. Ability to manage and insure proper execution of multiple simultaneous contracts.

The T&D coordinator shall provide the following services:

a. Correctly complete hazardous waste profiles and manifests, and assign wastes to the proper regulatory classifications, and in coordination with the chemist, provide an effective waste minimization strategy including bulking compatible waste streams.

a. Ensure hazardous materials transportation regulations are being complied with including ensuring: there is proper container labeling and vehicle placarding; and that material containerization and transportation are in accordance with applicable US DOT regulations as well as IATA and other appropriate regulations and standards.

b. Provide the RM and OSC cost effective treatment options based on a working knowledge of available traditional and innovative treatment technologies.

d. Prepare technical reports covering the transportation and disposal operations. This includes, when requested, treatment/disposal plans which would, for example, list the site waste streams by type and quantity, provide a cost analysis of alternative disposal and/or treatment options. It might also include developing waste stream characterization and bulking strategies.

e. Assist the OSC in completing waste profile forms, shipping manifests, and related documents. The T&D Coordinator shall have professional and working knowledge of the commercial facilities permitted to accept wastes typically encountered at CERCLA and/or other removal sites defined by the Clean Water Act, as amended by the Oil Pollution Act.

f. Ensure that identified and/or procured on and off-site treatment, transportation, storage and disposal service providers are off-site rule (including but not limited to CERCLA, RCRA, TSCA, NESHAP, OPA, and DOT) compliant. He/she shall also be required to ensure selected vendors are permitted to accept the specific type(s)of waste being processed.

EXHIBIT B
OTHER PERSONNEL
MINIMUM QUALIFICATIONS

Foreman Qualifications

Three years on-scene experience in oil, petroleum, and hazardous substance cleanup response. On larger sites, provides coordination assistance to the Response Manager (RM). Directs and oversees response activities of the cleanup crew at the direction of the RM. May coordinate all activities on a response where a RM is not needed. Must have skills in directing both general labor and on-site personnel, and trained for work using all levels of personal protective equipment.

Equipment Operator Qualifications

Meets OSHA/DOT minimum training requirements to operate heavy equipment, such as, but not limited to, backhoes, excavators, dozers, and loaders. Trained for work in all levels of personal protective equipment. Minimum of one (1) year experience operating specific type of heavy equipment.

Field Clerk Qualifications

Performs general clerical duties, such as maintaining site filing, data entry, and cost tracking. Knowledge of site cost management systems used to track and document site costs on a daily basis. Ability to operate the RCMS computer software. Prepares contractor daily cost reports and coordinates the acquisition of and picks up and delivers to the site materials and supplies. Assists with on-site procurement and subcontracting issues. Assists in the packaging and dispatch of samples.

Laborer (OSHA 40-Hour Trained) Qualifications

Performs labor related to sampling and cleanup of hazardous wastes. Applies technical skills in handling hazardous substances. Trained for work using all levels of personal protective equipment. May also perform general activities involved in hazardous waste site control, including the operation of support equipment such as generators, air compressors, pumps, outboard motors, uniloaders, air blowers, etc.

Laborer (not OSHA 40-Hour Trained) Qualifications

Performs general duties outside of the “hot zone”. Is not required to have full 40 hour OSHA hazardous waste operations training.

Truck Driver Qualifications

Must have all the applicable state and Federal Department of Transportation motor vehicle operator's licenses. Operates trucks used to transport temporary structures, equipment, materials, and supplies, as well as oil, petroleum, hazardous substances and hazardous wastes waste onto and off of a response site

Chemical Technician Qualifications

Assists the chemist in the sampling and analysis of soil, air, water and other solids and liquids to determine the concentrations of hazardous substances present at a response site. Performs air monitoring activities. Records, and tracks analytical results. Assists the site safety officer in safety monitoring actions. Has received specialized training in performance of environmental media and waste

sampling and chemical analysis. Minimum of 1 year of field experience performing those tasks

Health and Safety Technician Qualifications

Oversees implementation/compliance with site health and safety plans. Individual must be fully OSHA trained. The technician should also be familiar with operation of and have the ability to calibrate and use field screening instrumentation and sampling devises such as organic vapor analyzers, combustible gas indicators, toxic gas meters, and radiation monitors, personnel air samplers, and passive detection devices to collect samples and measure the presence of biological, chemical, explosive and radiological hazards at cleanup sites. Experience: 1-year field experience in oil, petroleum, and hazardous substance cleanup responses.

Explosive Technician Qualifications

Seven (7) years experience in identification, handling, transport and disposal of explosive devices, explosives, and highly reactive chemicals from removal sites. Specially trained and experienced in explosives handling. Must meet minimum criteria for State licensing requirements for explosives handling, in the six states of the region, where applicable.

Surveyor Qualifications

A degree in land surveying or civil engineering with a surveying option/emphasis (at least 6 semester hours of surveying, 3 semester hours of land law, and 21 additional semester hours in surveying, photo-grammetry, geodetic surveying, geodesy, route surveying, remote sensing, cartography, survey astronomy, land information systems, computer-aided mapping, aerial photo interpretation, and/or survey analysis and adjustments); or combination of education and experience--courses equivalent to a major in land surveying or civil engineering, plus appropriate experience or additional education.

Alternatively, a person may meet this qualification by providing evidence of current registration as a land surveyor in a State, territory, or the District of Columbia provided the registration was obtained by written examination consistent with the National Council of Engineering Examiners (NCEE) Unified Model Law for Registration of Surveyors.

Ability to develop topographic and property boundary survey and other maps documenting site conditions.

Engineer Qualifications

Bachelor of Science degree in Civil, Chemical, Environmental, Sanitary, or other EPA approved discipline, from an accredited college or university. Applies chemical or civil engineering principles to solve hazardous waste response problems. Develops sampling plans to determine extent of cleanup required. Develops response alternatives, and analyzes them in terms of cost effectiveness and feasibility. Designs and plans unit operations, such as on-site treatment systems. Analyzes operating procedures and equipment and machinery functions to reduce time and costs

Geologist Qualifications

Bachelor of Science degree in geological sciences, or other EPA approved discipline from an accredited college or university. Applies field geology and/or hydrogeology principles to analyze and solve hazardous substance problems, including soil contamination, ground water contamination, off-site migration of contaminants, and drinking water contamination. Prepares sampling plans and written technical reports

Site Safety Officer/Industrial Hygienist Qualifications

A degree in Industrial Hygiene or related field with a minimum of one to two years of field experience related to hazardous material or four years experience in health and safety for hazardous materials with significant training completed for hazardous materials and OSHA requirements.

1. Knowledge of OSHA health and safety regulations regarding hazardous waste sites and general construction site operations. Ability to prepare site specific health and safety plans (HASP) in accordance with EPA and OSHA regulations, policies, and procedures. Capable ensuring field staff performing health and safety functions are is trained and familiar with regulations and requirements.

2. Knowledge of theory of operation and ability to calibrate and use field screening instrumentation and sampling devises such as organic vapor analyzers, combustible gas indicators, toxic gas meters, and radiation monitors, personnel air samplers, and passive detection devices to collect samples and measure the presence of biological, chemical, explosive and radiological hazards at cleanup sites. Ability to interpret data and evaluate hazards from survey results.

3. Ability to independently assess the need, and provide recommendations for amendments to the HASP, depending upon a change in response.

4. Knowledge of resources available which provide chemical specific facts to supplement industrial hygiene data. Knowledge of exposure limits, biological, chemical and physical (including radiological) properties of hazardous substances. Ability to evaluate exposure limits of hazardous substances against site survey results. Ability to develop and institute site specific controls to protect workers against exposure to hazardous substances.

5. Knowledge of factors which may contribute to worker heat and cold stress conditions. Ability to monitor for and recognize symptoms of workers suffering from heat and cold stress. Ability to develop and institute site specific controls to abate worker heat and cold stress conditions.

6. Ability to prepare written technical reports and HASPs.

Special Training Requirements

Specialized training in National Incident Management System (NIMS) and Incident Command System (ICS) tenets is required of contractor personnel. Please see the attached table which describes the level of training required for different ERRS personnel.

With the exception of personnel in Field Clerk, Geologist, Laborer(non-40 hour), and Truck Driver classifications, all personnel shall have completed the following training:

1. OSHA 29 CFR 1910.120 40-hour hazardous waste site worker training, and annual refresher training; and
2. Training for work using **ALL** levels of personal protective equipment. This training shall also be refreshed on a periodic, which at a minimum ensures personnel maintain necessary certifications.